

GOVERNMENT OF THE DISTRICT OF COLUMBIA
Office of the Attorney General



Vacancy Announcement: 15-019

DEPUTY for CONSUMER PROTECTION
Office of the Attorney General for the District of Columbia

Salary range: \$109,269 - \$148,526* (LX-2 Band)

The Deputy for Consumer Protection is the lead lawyer responsible for planning, directing, and managing the legal and administrative functions of Office of the Attorney General's Consumer Protection Division. The Deputy represents the Attorney General before judicial tribunals, supervises attorneys who appear before tribunals, and advises the Attorney General on issues impacting the District of Columbia and citizens of the District of Columbia. The Deputy directly manages personnel and employee utilization, as well as complex litigation, including local and national civil enforcement of cases, prosecutions, negotiations and litigation.

As a member of the executive management team, the Deputy consults with the Chief Deputy Attorney General and the Attorney General in the development and formulation of legal policy, litigation strategy and program objectives. The Deputy develops policies and procedures to strengthen existing District of Columbia consumer protection laws. The Deputy oversees the investigating of citizen complaints and also engages the public on consumer education through town hall meetings and media.

Subject to the approval of the Attorney General and the Chief Deputy, the Deputy prepares, reviews and finalizes all legal policy; applies law and policy to create novel, technical and confidential strategies; and works with federal, state, and/or local officials or other stakeholders to negotiate solutions. The Deputy prepares all litigation matters; and engages in settlement discussion after consultation with the Attorney General. The Deputy prepares and/or reviews letters, memoranda, pleadings and other documents as required in connection with his/her legal representation.

The successful candidate must have substantive knowledge of relevant laws, policies and practices of the Office of the Attorney General, substantial litigation experience, and strong writing and research skills. The candidate must also have strong management and organization skills and possess the ability to multi-task in a fast paced environment. The candidate must have strong interpersonal skills and the ability to build and maintain working relationships with stakeholders at all levels including, law enforcement, legislators, state and federal agencies and agency staff.

The successful candidate must have a law degree and be an active member in good standing of the bar of any jurisdiction. If the successful candidate is not a member of the District of Columbia Bar, he/she must be sworn into the District of Columbia Bar within 360 days of his/her initial appointment. Applicants must have at least 7 years of relevant legal experience, preferably in the area of consumer protection, and one year of experience practicing law at the LA-15 level or the equivalent.

This is an at-will appointment by the Attorney General to the Senior Executive Attorney Service (SEAS). Compensation is set by the Attorney General on the supervisory attorney LX-2 pay band after application of a multitude of criteria, including prior managerial experience. The selected candidate is required to be a resident of the District of Columbia within 180 days of appointment and remain a District resident during the tenure of the appointment. This position is outside the Collective Bargaining Unit. Candidates for the position will also be subject to a background check.

All applicants should submit a cover letter, which specifically addresses the applicant's experience in those areas listed in the qualification criteria, resume, writing sample, a completed DC Form 2000, a certificate of good standing, and list of three references. Applications should be submitted to Kim McDaniel, Director of EEO, Recruitment and Hiring, Office of the Attorney General for the District of Columbia, 441 Fourth Street, N.W., Suite 1100 South, Washington, D.C. 20001. **Closing Date: May 11, 2015.**

Please reference vacancy announcement number in your cover letter.

*** Salary in this range will be based on applicable rules, regulations and guidelines.**